

Report Date: 28 Apr 2014

Summary Report for Individual Task
805D-208-4409
Consolidate Installation Command Master Religious Plan (CMRP)
Status: Approved

DISTRIBUTION RESTRICTION: Approved for public release; distribution is unlimited.

DESTRUCTION NOTICE: None

Condition: Given a laptop, Unit Ministry team (UMT) input for the upcoming fiscal year (FY) CMRP, the Department of the Army Chief of Chaplains Strategic Goals, direct reporting unit command guidance. This task should not be trained in MOPP. This task should not be trained in MOPP 4.

Standard: Develop an Installation CMRP with programs funded by both NAF and AF funds to meet the Installation Management Command (IMCOM) level vision, mission, values and goals.

Special Condition: None

Safety Level: Low

MOPP: Never

Task Statements

Cue: The CMRP is a living document, the planning phase commences in October where you begin planning for the next FY. This is a time to creatively brainstorm programs and activities that are necessary and essential for the free exercise of religion for the unit/organization.

DANGER

None

WARNING

None

CAUTION

None

Remarks: Team this critical task has been checked and is ready for review process.

Notes: None

Performance Steps

1. Receive commander's vision, mission, values, and goals for the unit/organization.
2. Receive Installation/Supervisory Chaplain's guidance on Chaplain Corps vision, mission, values, and goals.
3. Assess religious support needs of the Unit/Organization.
 - a. Talk with unit organization leaders.
 - b. Talk with helping agencies (ACS, Social Work Services and Family Life Chaplain).
 - c. Review MP reports for trends
 - d. Review population by distinctive faith group.
 - e. Review critical unit organization statistics.
 - f. Review prior years CMRP.
 - g. Review Command Climate Survey Data.
 - h. Balance score card information.
4. Receive guidance from the Installation Chaplain after he/she has reviewed the master planning calendar and conferred with the budget office to understand implication for the religious support mission of future major events.
5. Evaluate collected information.
6. Write a statement of your assessment of the unit organization's religious needs.
7. Identify a variety of possible unconstrained programs that meet the vision, mission, goals, values, need, and opportunities available of the unit/organization.
8. Narrow down the programs to realistically manageable amount: consider time manpower, equipment, facilities and sources of funding.
9. Ensure all programs are coordinated and nested with the master training calendar and or installation master activities calendar.
10. Fill out standard CMRP specifications for a single program/ activity forms.
11. Summarize all unit organization programs activities on standard CMRP spreadsheet.
12. Compile unit/organization CMRP.
13. Assist Installation Chaplain in conducting a decision briefing for the commander for approval and funding of the unit/organization CMRP; once approved the CMRP becomes the Commander's religious program.
14. Ensure that each approved program activity in the CMRP is posted on the unit training schedule.
15. Execute programs CMRP.

16. Evaluate programs on CMRP.

(Asterisks indicates a leader performance step.)

Evaluation Guidance: Score the Soldier a GO if all performance measures are passed. Score the Soldier a NO GO if any step is failed. If the Soldier fails any step, show or tell him/her what was done wrong and how to do it correctly.

Evaluation Preparation: Evaluate this task during either garrison training or a field environment. Give the evaluated Soldier guidance, reference material and situational awareness of the mission so they can accurately demonstrate the 'know how' of Consolidating Installation Command Master Religious Plan. Brief Soldier that he/she will be evaluated on his/her ability to perform the task as all 16 performance steps indicate.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Received unit Commander guidance pertaining the CMRP.			
2. Received higher echelon Chaplain's guidance pertaining to the CMRP from the Installation Chaplain.			
3. Assessed religious support needs of the unit/ organization.			
4. Conferred with G3 and budget officer for calendar space and funding.			
5. Evaluated collected information.			
6. Wrote a statement of your assessment.			
7. Evaluated ideas and program.			
8. Selected programs based on funding and guidance.			
9. Met with G3 and got funded events placed on Unit calendar.			
10. Filled out standard CMRP specifications for a single program/ activity form.			
11. Completed CMRP for programs.			
12. Consolidated CMRP for Unit.			
13. Assisted the Installation Chaplain in briefing the Commander on CMRP.			
14. Ensured that each approved program activity is in CMRP is posted on the unit training schedule.			
15. Executed programs.			
16. Evaluated CMRP programs.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	ADP 5-0	The Operations Process	No	No
	AR 165-1	Army Chaplain Corps Activities	No	No
	PAM 165-18	CHAPLAINCY RESOURCES MANAGEMENT	No	No

Environment: Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT. Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT.

Safety: In a training environment, leaders must perform a risk assessment in accordance with FM 5-19, Risk Management. Leaders will complete a DA Form 7566 COMPOSITE RISK MANAGEMENT WORKSHEET during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and

Nuclear Decontamination. In a training environment, leaders must perform a risk assessment in accordance with FM 5-19, Composite Risk Management. Leaders will complete a DA Form 7566 COMPOSITE RISK MANAGEMENT WORKSHEET during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination.

Prerequisite Individual Tasks : None

Supporting Individual Tasks : None

Supported Individual Tasks : None

Supported Collective Tasks :

Task Number	Title	Proponent	Status
16-5-3002	Perform Religious Administrative Support	16 - Chaplain (Collective)	Approved

ICTL Data :

ICTL Title	Personnel Type	MOS Data
Chaplain Assistant, Skill Level 4	Enlisted	MOS: 56M, Skill Level: SL4